Jackson County Board of Elections (JCBOE)

Meeting Notes 4.7.26: Consideration of Polling Sites for the 2026 Midterm Elections

Submitted by Jenna Kubiak, Assistant Director of Civic and Community Engagement
CCESL, WCU

Summary Outcome: Possible consensus by the Jackson County Board of Elections to use HHS Community Room if available and needs such as parking and signage are met and if the university is still willing to use this site. Next step is to confer with Provost, Chief of Staff, Dean Anderson, Associate Counsel Tornow, and others.

- Early voting plans MUST be decided and submitted to the State Elections Board by July 24th.
- Bill Thompson (Chair of Jackson County Elections Board) deferred the final decision to the board but gave only 3 possible options including:
    - Jackson County Recreation Center (smaller room); would like this to be used in the general election to have it in the same place.
    - The Jackson County Recreation Center also has the large "party room" in the back which is better for space, but the Rec Center is unwilling to use this for all of early voting.
    - Also considering the HHS building at WCU. Bill suggested that it is not ideal due to parking concerns.
    - Not willing to consider the University Center despite using it in the past as the board is committed to polling site consolidation.

Main points regarding using HHS:

- Amanda Allen (Director of Jackson County Elections) suggested exploring student parking ushers; adequate signage; would request 20-30 parking spaces. Noted that 20 is more than enough.
- HHS is bigger than Cullowhee Rec according to Roy Osborne, member of the Jackson County Board of Elections; there are no windows, so it can be used for voting machines.

- Director to provide all policies/agreement for voting site rules. County attorney will send site agreements to all sites. WCU already has a template from the past site.
- Request in writing agreement that we generally can use the HHS building for the future elections (Chair Thompson).
- Parking helpers/volunteers especially might be helpful on Election Day; not as much of a concern during early voting.
- Board will take a vote after contracts/agreements are done for ALL sites in the county. Amanda was in contact with Kelly Tornow at WCU already about this and it seems we have done so in the past with the UC site.
- Data analysis by the board staff showed that HHS would be a good site.
- Board members noted a staffing concern for poll workers and that perhaps university students could help fill this gap.

HOURS

- Open last two Saturdays of early voting Oct 15-31st M-F 8 am – 7:30 pm, last 2 Saturdays are 8 am – 3 pm. Election Day November 3rd. Access before/after.

  Note: I recommend that if plans move forward, HHS Community Room be reserved from October 14-November 4th with key access. (Carol B.)

  Logistics including housekeeping, room fees, set up, etc., would be needed to ensure success. The previous committee that handled logistics for early polling e.g., Parking, Housekeeping, CCESSL Staff, Police, Legal Counsel, etc.,) would be engaged to oversee this year's elections, with additional input from HHS and others, as needed.